

CITY OF DEER PARK
Sign Permit Application



Sign permit #

Date application received:

Name of business where sign will be located:

Person responsible for permit: TDL #:

Address of sign location:

Sign type: Overall height: ft in
Width: ft in Height: ft in

Number of faces: Total square footage:

Number of poles: Illuminated: Internally Externally

Property owner: Phone:

Contractor: Phone:

Engineer: Phone:

Date permit issued: Date permit expires:

Permit fee: \$

AFFIDAVIT FOR PROPERTY OWNER OR AGENT:
I hereby certify that the above information is true and correct and further that the sign is being erected and/or maintained at the above location with the permission of the owner and authorized leasee (if any) of the premise; that the sign does not violate any applicable deed restrictions or other restrictions on the premises; and that having erad the restrictions and requirements of the City's Sign Ordinances (provided on the back of this document), that the sign is being erected or maintained in compliance with the Sign Ordinance, Electrical Code, Building Code, City of Deer Park and other applicable laws.

Signature
The State of Texas
County of Harris
Before me On this day personally appeared
Known to me (or proven to me) on the oath of or
through (description of identity card or other document) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration herein expressed.
(Seal) Given under my hand and seal of office this day of , A.D.

AFFIDAVIT FOR SIGN OWNER (IF DIFFERENT FROM ABOVE, not sign company):
I hereby certify that the above information is true and correct and further that the sign is being erected and/or maintained at the above location with the permission of the owner and authorized leasee (if any) of the premises that the sign does not violate any applicable deed restrictions and requirements of the City's Sign Ordinance (provided on the back of this document), that the sign is being erected or maintained in compliance with the Sign Ordinance, Electrical Code, Building Code, City of Deer Park and other applicable laws.
Signature
The State of Texas
County of Harris
Before me On this day personally appeared
Known to me (or proven to me) on the oath of or
through (description of identity card or other document) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration herein expressed.
(Seal) Given under my hand and seal of office this day of , A.D.

Approved Revised Sept. 21, 2001 Permit Clerk Rec. #
TYPES OF SIGNS

Type:

- I. Commercial on premise (pole): shall mean any structure, ..., where the matter displayed is used for advertising the name of any business, or for advertising any service or product,...
- II. Commercial on premise (monument)
- III. Reserved
- IV. Portable: shall mean any sign designed to be easily moved from one location to another, including signs mounted upon a trailer, bench, wheeled carrier, or other non-motorized mobile structure.
- V. Ground Sign (Wind Jammer): shall mean any sign that is created on the ground and is independent of any other structure than its own for support
- VI. Roof sign: shall mean any sign, or portion of a sign, extending above the lowest portion of the roof, or erected on the roof of any building.
- VII. Subdivision Sign: shall mean any one non-flashing, indirectly illuminated structure identifying a real estate subdivision within the City, giving its location and directions to reach it, and which also may advertise the developer, architect, agent, contractor or lending institution.
- VIII. Trailer sign

Note: OFF PREMISE SIGNS: “NO COMMERCIAL ADVERTISING SIGN, WITH THE EXCEPTION OF ON PREMISE SIGNS, SHALL BE ESTABLISHED, PLACED, ERECTED OR CONSTRUCTED WITHIN THE CITY.”

REQUIREMENTS FOR SIGN PERMITS

- 1. Application shall be filled out completely, including signature of property owner where sign will be located. **INCOMPLETE PAPERWORK WILL NOT BE ACCEPTED. APPLICATIONS SHALL BE ON ONE LEGAL SIZE PAGE ONLY.** Faxed copies on two pages will not be accepted.
- 2. No work will be allowed until the permit is issued.
- 3. If the sign is illuminated, an electrical permit shall be obtained by a licensed Deer Park Master Electrician, and do the electrical work.
- 4. *A site plan, drawn to scale*, shall be included with the following information: dimensions and measurements, property lines, adjacent street or intersections, legal description or address, and any information needed to determine the exact location of the sign. **LOCATE THE SIGN ON THE SITE DRAWING AND SHOW DIMENSIONS.**
- 5. Detailed drawing of the sign shall include: materials for the sign, information on how the sign is to be attached to a structure (if applicable), type of backfill to be used for excavation, size of anchor bolts, and steel rebar if used, depth and width of hole(s), and all dimensions.
- 6. Any sign 30 feet, and over, shall be designed and certified by a State of Texas Registered Professional Engineer.
- 7. Any permanent sign shall include *wind load calculations* for the sign and sign structure to assure compliance of applicable codes, or an Engineer’s seal with a statement the sign will sustain 100 miles per hour wind force.
- 8. Detailed drawing for portable signs shall include anchorage details that will verify that the sign will sustain a 100-MPH wind force.
- 9. No sign, or any portion of the sign including foundation, will be allowed to encroach the street right-of-way. Signs may not occupy a safety triangle at intersections that would cause a traffic hazard unless the sign has a minimum of a 10-foot ground clearance and the support does not block clear view.
- 10. Inspections
 - a. Permanent signs may be staked for inspection prior to excavation.
 - b. A hole inspection shall be required before erecting the sign or backfilling the hole with dirt, concrete, or other material, if anchor bolts and/or steel are used they need to be in place for the inspection. PLEASE PROVIDE A STAKE FOR THE INSPECTION STICKER.